



**Embassy of the United States of America  
Consular Section, Immigrant Visa Unit  
Bogotá, Colombia**

**APPOINTMENT PACKAGE – IMMIGRANT VISAS (Packet 3/4)**

You are receiving this packet because we have scheduled your immigrant visa interview. If you cannot come to the scheduled appointment, please notify us at [IVBogota@state.gov](mailto:IVBogota@state.gov) as soon as possible. The Consular Section is located at the corner of Calle 26 and Carrera 50 in Bogotá.

**FIRST: Register and select a DHL office for visa delivery at <http://colombia.usvisa-info.com>** by clicking on “Sign In” in the upper right hand corner. When registering, use your passport book number (the number in red on the inside front cover of your passport). **IF YOU DO NOT REGISTER AND SELECT A DHL OFFICE FOR PASSPORT DELIVERY, YOU WILL NOT RECEIVE YOUR VISA AFTER YOUR INTERVIEW.**

You must register every family member applying for a visa at the website. To do this, scroll further down the page and click on “Add Family Members”. Each applicant must complete this step before coming to their interview appointment. You may contact our Call Center in Bogota at 325-9851 for assistance with this process. NOTE: This online system does not reflect appointments that have been assigned directly by the US Government. If you have received an appointment letter (or e-mail) directly from the National Visa Center or the Immigrant Visa Unit at the Embassy, you do not need to worry that the online system does not show your appointment, but you must register for visa delivery.

**SECOND:** Complete the **medical examination**. See attached *Instructions for Medical Examinations*.

**THIRD:** Attend the **interview**.

- If you have not already done so, download and fill out the [Application for Immigrant Visa and Alien Registration \(Form DS-230\)](http://travel.state.gov/pdf/DS-0230.pdf), Parts I and II (available at <http://travel.state.gov/pdf/DS-0230.pdf>) for each family member. DO NOT SIGN THE APPLICATION until instructed to do so by a consular officer during the interview.
- Arrive at the embassy no later than your scheduled appointment time. The visa interview process may take several hours. Our waiting room is outside and Bogota can get cold. Please dress accordingly.
- Make sure that everyone listed on the appointment letter brings all required documents to the appointment. Arrange documents in the exact order found on the attached *List of Documents*.

**VISA PAYMENT:** If the petitioner has not yet paid the nonrefundable visa application fee (or you are not sure if they have paid), come prepared to pay this fee (in most cases, the fee will be \$230 U.S. dollars) on the day of the interview. The Embassy accepts certain credit cards and debit cards displaying the Visa or MasterCard logo. Please note that the U.S. banking system does not use the ‘cuota’ system, which means that credit cards will be charged the entire amount in one installment. The Embassy DOES NOT accept U.S. \$100 bills, imperfect bills or checks.

**CHILDREN UNDER AGE 14:** Children less than age 14 who received *their own appointment letter* (IR and CR cases) **must** attend the immigrant visa interview (i.e., a 3 year old son of a U.S. citizen must come to his interview). Children less than age 14 whose names are *listed on a parent’s appointment letter* are **not** required to come to the visa interview.

**IMPORTANT NOTES:** Visa issuance is not guaranteed. Therefore, we recommend that you do NOT make any travel plans, quit your job, or sell your properties until a consular officer has approved your visa.

The Consular Section does not endorse or have a "special relationship" with any individual, attorney, or business that offers advice or assistance with the visa process. All U.S. government forms are free.

Any document or information presented with your visa application may be investigated by our Fraud Prevention Unit. Any attempt to misrepresent a material fact to a consular officer may make you permanently ineligible to obtain a visa.

To withdraw a visa petition, the petitioner must sign, scan and e-mail a written termination request to [IVbogota@state.gov](mailto:IVbogota@state.gov). Please include the case number, and the complete name and date of birth of both the petitioner and the applicant.

To download forms or learn more about the visa process please visit Immigrant Visa Section of our website at [http://bogota.usembassy.gov/immigrant\\_visas.html](http://bogota.usembassy.gov/immigrant_visas.html).

## LIST OF DOCUMENTS

*If you have already submitted any of these documents to NVC, you do not need to resubmit them to the embassy. We can return most original documents if you also bring notarized photocopies to your interview. If you already included an English translation in the documents you submitted to NVC as part of the petition process, you do not need to provide additional English translations or duplicate copies.*

- **PASSPORT:** Passports must have at least six (6) months of validity left from the date the visa is issued. Applicants who have traveled to the United States should also present all previous passports.
- **PHOTOGRAPHS:** Each applicant must present four (4) COLOR photographs taken within the past six months. See [http://travel.state.gov/visa/visaphotoreq/visaphotoreq\\_5334.html](http://travel.state.gov/visa/visaphotoreq/visaphotoreq_5334.html) for photograph instructions. The consular section will reject altered photographs.
- **BIRTH CERTIFICATES:** Each applicant must present an original or a notarized copy of his or her birth certificate. The date and place of birth, parents' names, and date the birth was registered must be included. *We do not accept 'short form' birth certificates as they are not official extracts from government records.* Applicants who present birth certificates issued more than two years after their birth (including corrected birth certificates) should be prepared to provide additional documentation of their birth, including baptismal certificates and/or the original birth certificate.
- **MARRIAGE CERTIFICATES:** Applicants must present a certified copy of their civil marriage certificate, if currently married. All marriage certificates must include the date and place of the marriage and the complete names of the spouse.
- **TERMINATION OF PREVIOUS MARRIAGES:** The petitioner and applicants must present certified photocopies of final divorce decrees, annulments, or death certificates. We cannot accept civil or religious separations or annotations on the back of marriage certificates as proof that a marriage has been terminated. Notary documents should state "*cesación de efectos civiles*" when there is no divorce sentence.
- **POLICE CERTIFICATES:** All applicants who are 18 years or older must obtain a Colombian police certificate "Certificado Judicial" at <http://www.policia.gov.co>. Applicants who have lived in another country for more than 6 months since turning 16 years of age (except for the United States) must present police certificates from those countries too. Visit <http://travel.state.gov/visa/reciprocity/index.htm> for information about the availability and process for obtaining police certificates for other countries. Police certificates are valid for 12 months.
- **JUDICIAL AND PRISON RECORDS:** Applicants who have been arrested for any reason in any country (including Colombia or the United States) must present copies of ALL documents related to the case, even if the charges were dropped, the applicant was found innocent, or received an amnesty or other act of clemency.
- **IMMIGRATION RECORDS:** Applicants who have been denied admission to the United States, requested extensions, changed status, applied for asylum, been deported, or granted voluntary departure from the United States must bring all relevant documents from the Department of Homeland Security or the immigration judge.
- **EVIDENCE OF SUPPORT:** You must demonstrate that you have sufficient financial support. If you didn't submit or - you are not sure if you did - the Affidavit of Support and supporting documents requested by NVC, please visit [http://travel.state.gov/visa/immigrants/info/info\\_3730.html](http://travel.state.gov/visa/immigrants/info/info_3730.html) where you will find a complete list of all the documents you need to present for the visa interview.
- **MEDICAL EXAMINATION:** See attached *Instructions for Medical Examinations*.

NOTE: Certain documents expire and applicants are required to obtain new ones if they are unable to use their visa during the initial validity period. Colombian police certificates and the DS-230 form are valid for one year and medical examinations are valid for a maximum of six months from the date of the exam (sometimes less).



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**INSTRUCTIONS FOR MEDICAL EXAMINATIONS**

Each applicant, regardless of age, must have a general physical examination prior to the interview appointment. These examinations should be completed **prior** to your appointment at the Embassy.

**SCHEDULE THE EXAMINATION:** Please call one of the doctors (also known as panel physicians) listed below to make an appointment for your exam. Since the full-body exam requires the patient to undress, you may wish to choose a male or female doctor accordingly.

**Dra. Monica Caicedo**

Centro Médico de la Sabana  
Cra. 7 No. 119-14, Cons #506  
Bogotá  
Tel: 215-3949; 637-3219

**Dr. Jairo H. Roa**

Centro Médico de La Sabana  
Cra. 7 No. 119-14, Cons #325  
Bogotá  
Tel: 215-1763; 619-2044; 619-2055

**Dr. Juan Piñeros**

Centro Médico de la Sabana  
Cra. 7 No. 119-14, Cons #326  
Bogotá  
Tel: 612-1224  
(this pediatrician will **ONLY** see children)

**Dr. Rodolfo José Dennis**

Centro de Especialistas  
Fundación Cardioinfantil  
Cra. 13B No. 161-85 Torre H, Piso 1  
Bogotá  
Tel: 805-0091; 667-2727, ext 2420; 2423; or 2424,

**COMPLETE LABORATORY TESTS:** Applicants who are 15 years of age or older are required to have blood tests and a chest X-ray done **BEFORE** their general physical examination at the following address:

**Instituto y Laboratorio Clínico  
Calle 38 No. 8-28, Local No. 1  
Bogotá  
Tel. 232-7272**

**NOTES:**

All applicants must present their passport and a photograph (see photograph instructions) at each laboratory or medical appointment.

Examinations from a laboratory or doctor not included on this list will not be accepted. All applicants must come to Bogota to complete the medical examinations; there are no authorized panel physicians or laboratories outside of Bogota.

## FEES:

As of October 2012, the exams will have a MAXIMUM price of **285.000\*** (Colombian pesos) per adult. As noted below some children are required to get Tuberculin skin testing at an additional cost.

- **150.000** (Colombian pesos) for the general physical examination;
- **135.000** (Colombian pesos) for blood tests (Serology and X-rays).
- **36.000** (Colombian pesos) for Tuberculin skin testing for children between two and 14 years of age

### **\*Prices are subject to change.**

Please note that there may be additional costs required for vaccinations

Laboratory and medical examination fees must be paid in cash by the applicant. Any additional examinations ordered by the doctor must be paid for by the applicant. You may pick up the results of your exams at the doctor's office. On the day of your visa appointment, please bring the results of your medical examinations to the Embassy in a sealed envelope.

## VACCINATIONS:

In order to assist the panel physician, and to avoid processing delays, **all visa applicants** should have their vaccination records available for the panel physician's review at the time of the medical examination. You should consult with your regular health care provider to obtain your original immunization record, if one is available. If you do not have a vaccination record, the panel physician will work with you to determine which vaccinations you may need to meet the requirement and direct you to the Embassy-approved vaccination clinic. Only a panel physician can determine which of the listed vaccinations are medically appropriate for you, given your age, medical history and current medical condition; if you do not comply with the panel physician's instructions on these vaccinations, the Embassy cannot issue your immigrant visa. Read the latest vaccination instructions online at: [http://travel.state.gov/visa/immigrants/info/info\\_1331.html](http://travel.state.gov/visa/immigrants/info/info_1331.html).

## PLEASE NOTE

During your medical examination, you should provide all relevant information concerning your medical history to the examining physician:

- If you are taking any medications, you should know their names and composition.
- If you currently, or have previously suffered from an illness, major surgery or trauma, or physical or mental disease, please bring the medical history from the doctor or medical institution that treated you.
- If you are receiving treatment for any of the above, please bring a copy of your medical history, including treatment and medication.

Failure to provide this information during your medical examination will delay your visa process..

## **Tuberculosis (TB) Testing Requirements By The U.S. Center For Disease Control (CDC) For ALL Immigrant Visa Applicants**

Due to increased rates of TB infection in the United States, the U.S. Government requires more stringent testing and treatment of all applicants before they can immigrate to the United States.

- All applicants two years and older must be tested for TB. Children between two and 14 years require Tuberculin skin testing (TST). Depending on the results of the TST, some children may also need chest X-rays. **Families must plan to be available in Bogota for an extra 4 days to determine if the children also need chest X-rays.**
- All applicants 15 years of age and older must undergo a chest X-ray before the medical examination can be completed. Pregnant women can elect to undergo the chest radiograph with double lead shielding over the belly or they can wait to complete the chest radiograph after the baby is born.
- If the tests are positive for TB, applicants may require treatment before the applicant can receive a visa.